

QA Reviews



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What are QA Reviews?

Federal guidelines require the VVFC program staff to conduct Quality Assurance (QA) Reviews at each VVFC enrolled facility. During the review, an evaluation of your procedures and adherence to VVFC guidelines will be reviewed including vaccine storage conditions. Reviews will be scheduled by phone two weeks prior to the desired visit date. After scheduling a QA Review, your VVFC Consultant will send you a confirmation letter and questionnaire along with instructions on how many charts to pull in advance. While it is not necessary to completely fill out the questionnaire, we do request that you review it in advance so you are prepared to answer the questions at the time of the visit. Reviews may occur any time. After the QA Review is conducted, a report, including recommendations, will be sent to your facility. The recommendations in the report should be implemented immediately for you to be in compliance with State and Federal guidelines.



Types of QA Reviews

New Enrollment Visit: This visit is for providers who have recently enrolled in the VVFC program. The Consultant visits the provider and educates them and their appropriate staff members on the program. These site visits typically last under an hour.

Quality Assurance Visit: This is the most common type of site visit that the VVFC Consultants perform. The visit consists of a chart review, an examination of vaccine storage and handling, and a QA evaluation with the designated point(s) of contact. This type of visit typically lasts around two hours. A portion of this time is spent conducting the chart review during which time your staff members need not be present.



AFIX Visit: This visit combines a Quality Assurance Visit with an assessment of your facility's immunization rates. VVFC uses a Clinic/Provider Assessment Software Application (CASA) developed by the Centers for Disease Control and Prevention to provide an analysis of a practice's immunization rates. Due to the time it takes to enter information for the CASA, this site visit typically lasts anywhere from three to six hours depending on the organization of the charts. As with the Quality Assurance Visit, your staff members need not be present during the chart review or the CASA.

Educational Visit: While all site visits are designed to be educational, this type of visit is conducted for groups who wish to learn more about childhood immunizations or the VVFC program in general. They can be tailored to fit the groups' individual needs/requests and can last anywhere from less than an hour to several hours.



QA Reviews

Evaluation Elements

The VVFC program conducts QA Reviews based on the eight standards of compliance.

- Standard 1. Patients are properly screened for VVFC Eligibility.
- Standard 2. No limitations are placed on patients receiving VVFC vaccines.
- Standard 3. Vaccines are properly documented according to the National Childhood Vaccine Injury Act of 1986.
- Standard 4. Providers question about contraindications and inform patient, parent or guardian of risks and benefits of vaccination to be received before administering vaccine.
- Standard 5. Vaccines are administered according to Advisory Committee of Immunization Practices (ACIP) guidelines.
- Standard 6. Providers make every attempt to ensure all patients are up to date on vaccinations.
- Standard 7. Appropriate use and completion of all VVFC forms.
- Standard 8. Vaccines are stored and monitored to ensure viability, proper use and minimal wastage.



After a QA Review has been conducted, the VVFC Consultant will send a report outlining each standard and the details of the facility's compliance. Facilities exhibiting outstanding program compliance or exceptional immunization rates are recognized in VVFC's bi-monthly newsletter, the *Backpage*. In order to receive a VVFC Award for outstanding program compliance, a practice must fulfill each element in all eight standards. Facilities participating in an AFIX visit who achieve an immunization rate of over 90% are also recognized with a VVFC Gold Star Award.

Frequency of QA Reviews

QA Reviews are generally performed at each VVFC provider on an annual basis, but they may occur at any time. Consultants may schedule additional reviews if they feel they are warranted, or may defer the next review for two years if compliance is exemplary.



Requesting a QA Review



VVFC is always happy when providers wish to learn more about our program or childhood immunizations in general. To request a VVFC visit, please contact (800) 568-1929.